NOTICE OF SPECIAL MEETING OF

BOARD OF TRUSTEES OF

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

WEDNESDAY, JUNE 25, 2025

Pursuant to Chapter 241 of the Nevada Revised Statutes, the Board of Trustees of Douglas County Lake Tahoe Sewer Authority hereby notifies all interested parties that a Special Meeting of the Board will be conducted on June 25, 2025, beginning at 9:30 a.m. in the conference room of the Wastewater Reclamation Plant, Highway 50 and Sewer Plant Road in Zephyr Cove, Douglas County, Nevada.

The Special Meeting will concurrently be conducted via Zoom Teleconference for those who wish to participate via that option using the link, or phone number and passcode below.

https://us06web.zoom.us/j/84095451342?pwd=ntmAqOhcILxiUeKkPwyNrE0OoUcdWm.1

Meeting ID: **840 9545 1342**

Passcode: **942220**

Phone: **+1 669 900 6833**

Copies of this Notice are posted in the following locations:

Wastewater Reclamation Plant
Highway 50 and Sewer Plant Road
Zephyr Cove, Nevada

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

The meeting shall be conducted in accordance with the following Agenda. Unless otherwise stated, items may be considered out of order at the discretion of the chairperson. Unless otherwise noted, all items shall include discussion and possible action.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
SPECIAL MEETING AGENDA
WEDNESDAY, JUNE 25, 2025

Action may be taken on any agenda item unless noted "for discussion only."

Items on the agenda may be taken out of order.

Two or more agenda items may be combined for consideration.

An item may be removed from the agenda or discussion relating to an item may be delayed at any time.

Public comment will be taken on any item on this agenda on which action may be taken, before action is taken on the item.

Every meeting of the Board of Trustees will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. In addition, it is the Board's goal to also provide for item-specific public comment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. The Chair also retains discretion to limit comment to three minutes per person and only provide for the Open Meeting Law's minimum public comment.

Copies of supporting material, if any, may be requested from Paula East-Janicki by mail at P.O. Box 578, Zephyr Cove, NV 89448 or by telephone at (775) 586-8575. Copies of supporting material, if any, are also available on the Douglas County Lake Tahoe Sewer Authority website: https://www.dcltsa.org .

1. Call Meeting to Order – 9:30 a.m.
2. Roll Call
3. Recognition of Others in Attendance
4. Public Comment – for discussion only
5. Approval of Agenda – **for possible action**.
6. Minutes of Prior Meeting of the Board of Trustees (May 21, 2025) – **for possible action**.
7. Discussion and possible action regarding consideration of bids for 2025 Plant Pavement Rehabilitation Project and to award a contract to the lowest responsive and responsible bidder. Engineer's upper estimate of the Project cost is $1,313,000.00; Authority's budgeted amount for Project contract is $1,500,000.00. – **for possible action**.
8. Manager's Report (Rob Hopkins)
    a. General Status Report

9. Engineer's Report

    a. General Projects Status Report.

10. Accountant's Report

    a. General Status Report

    b. Discussion and possible action to augment Fiscal Year 2024-2025 budget to increase total operating expenses by $70,250. – **for possible action**.

    c. Investment Report

11. Approval of Claims – **for possible action**.

12. Reports/updates from Board Trustees concerning the areas or districts they represent – for discussion only.

13. Final Public Comment

14. Adjournment

CERTIFICATE OF POSTING

I hereby certify that, prior to 9:00 A.M. on this date, I personally posted a copy of the foregoing Notice of Special Meeting and Agenda of the Board of Trustees of the Douglas County Lake Tahoe Sewer Authority at the following locations:

Douglas County Lake Tahoe Sewer Authority
Wastewater Reclamation Plant
Highway 50 and Sewer Plant Road
Zephyr Cove, Nevada

U.S. Post Office
Kingsbury Grade
Stateline, Nevada

Lake Village Homeowners Association
Lake Village Clubhouse
Stateline, Nevada

Douglas County Administration Building
175 Highway 50
Stateline, Nevada

DATE this 20th day of June, 2025.

Print Name: Ying H. Johnson
Title: DCLTSA Accountant

MINUTES OF REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
May 21, 2025

CALL TO ORDER:

A Meeting of the Board of Trustees of the Douglas County Lake Tahoe Sewer Authority (DCLTSA) was duly convened at 9:30 a.m. on Wednesday, May 21, 2025, at the Wastewater Treatment Plant, Stateline, Douglas County, Nevada.

ROLL CALL:

Present were Trustees John McLaughlin, Sara Nelson, Keith Fertala and Marge Hauge. Trustee Wes Rice was present via audio and video connection by which he could hear everyone at the meeting, and everyone could hear him.

RECOGNITION OF OTHERS IN ATTENDANCE:

Present were Authority Manager Rob Hopkins, Authority Controller Paula East-Janicki, Authority Accountant Ying Johnson, Authority Engineer, Rob Anderson, and the Authority's legal counsel, Jim Cavilia. Anne Harry of the Elk Point Sanitation District (EPSD) was also in attendance.

PUBLIC COMMENT:

None.

APPROVAL OF AGENDA:

It was moved by Trustee Fertala, seconded by Trustee Nelson and carried unanimously that the meeting agenda as presented be approved.

MINUTES OF PRIOR MEETING:

It was moved by Trustee Rice, seconded by Trustee Nelson and carried unanimously that the minutes of the Meeting of the Board of Trustees of DCLTSA, dated April 16, 2025, be approved as presented.

PUBLIC HEARING on Final Budget for Fiscal Year 2025-2026

Ms. East-Janicki provided the Board with a summary of the proposed Fiscal Year 2025-2026 budget, pointing out that the budget is unchanged from the preliminary budget presented previously to the Board. Ms. East-Janicki indicated that the budget includes a 7.6% increase in salaries and benefits as well as 13.9% increase in health insurance costs.

In response to an inquiry from Chairman McLaughlin, Ms. East-Janicki explained that, despite the fact that no retired Authority employees are covered under the Authority's group health insurance plan, the Authority is required to maintain a plan that will cover any retirees if they wish to be covered. Ms. East-Janicki stated that this requirement severely limits the coverage plans that are available to the Authority. Chairman McLaughlin asked that this issued be reviewed by counsel to be sure that the Authority actually has this obligation going forward.

In continuing her summary of the budget, Ms. East-Janicki stated that the budgeted amount for power and utilities is down 5.5%, repairs and supplies are up 16% and that as the result of the HDR collection system assessment not being completed in this fiscal year, engineering and consulting is up in the amount of $20,000.

Ms. East-Janicki continued summarizing various line items in the budget, pointing out that non-operating revenue is budgeted to be down because of lower interest rates. Service rates for the various contributing districts are increasing as follows:

KGID	1.5%
RHGID	1.4%
TDD	10.3%
In-Authority Residential	5+%
In-Authority Commercial	5.5%

Ms. East-Janicki briefly explained how expenses are allocated among the various users based on anticipated flow rates and then adjusted at the end of each year based on actual flows.

Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment.

Following a brief discussion among the Trustees, **it was moved by Trustee Fertala, seconded by Trustee Hauge and approved unanimously that the budget for Fiscal Year 2025-2026 be accepted and approved as presented.**

MANAGER'S REPORT:

A. General Status Report

Mr. Hopkins presented the Board with a written summary of various general matters related to the Authority and briefly summarized some items in the written report. The written report is incorporated in these minutes by this reference.

Mr. Hopkins reported that the Authority's first quarter Discharge Monitoring Reports have been completed and submitted to the Nevada Division of Environmental Protection (NDEP) and the Environmental Protection Agency (EPA).

At the main pump station, Mr. Hopkins explained that staff recently repaired a broken water line that was threatening to flood the pump station. Mr. Hopkins added that staff also upsized the dewatering pump at the station in order to reduce the risk of flooding in the future.

Mr. Hopkins stated that an updated will-serve letter for the Tahoe Beach Club Phase III was recently issued.

Mr. Hopkins indicated that Authority staff repaired a water line leak at the plant just south of the #2 primary clarifier.

Mr. Hopkins reported the phone system has recently been upgraded and that the system is much more user-friendly and intuitive.

Mr. Hopkins stated that the Authority has entered into dewatering/decanting agreement with the Douglas County Stormwater Maintenance Division for the disposal and treatment of stormwater runoff in the Stateline area.

With regard to the beach pump station, Mr. Hopkins indicated that designs are being considered for providing a second form of access to the dry well in order to increase safety.

Finally, Mr. Hopkins reported that a second emergency backup sewer pump has been acquired and will be installed at the beach pump station, providing for additional redundancy.

Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment.

ENGINEER'S REPORT

A. General Projects Status Report

In addition to his participation in the Manager's Report, Authority Engineer, Rob Anderson of Wilson Engineers presented correspondence dated May 20, 2025, briefly summarizing various issues that Wilson Engineering has been involved with on behalf of the Authority. The May 20, 2025, correspondence is incorporated in these minutes by this reference.

Mr. Anderson stated that he consulted with Authority management regarding a request related to the Authority's Buckeye Creek Reservoir site in the Carson Valley. Mr. Anderson reported that a request from the Tahoe Beach Club regarding a boundary line adjustment was reviewed on behalf of the Authority and Mr. Anderson assured the Board that the Authority's historic access to the beach pump station would be maintained.

Mr. Anderson indicated that a review of influent flows for the year to date have been reviewed and that there was little variance between the plant influent meter and the metering from the contributing districts.

With regard to the Sewer Plant Site Re-Paving Project, Mr. Anderson stated that the project is out to bid, and he hopes to have a recommended contractor at the June Board meeting.

Mr. Anderson stated that an analysis of effluent flows to the Bently reservoir is being completed in order to determine the availability of capacity going forward.

Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment.

AUTHORITY CONTROLLER'S REPORT:

A. General Status Report

The Authority Controller, Paula East-Janicki, provided the Board with a budget to actual spreadsheet and reported that operating expenses were approximately 3.25% under budget through the end of March, largely as the result of lower electrical rates and decreased usage.

Ms. East-Janicki reported that total influent flows to the plant, year-to-date, are down approximately 5% with in-Authority flows up approximately 1%.

Ms. East-Janicki stated that the Authority's Other Post Employment Benefits (OPEB) actuarial study has been completed and will result in a non-cash expense of approximately $22,000.

Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment.

B. Consideration and Possible Adoption of the Capital Development Plan for Fiscal Year 2025-2026

Ms. East-Janicki presented the Board with a proposed Capital Development Plan (CDP) for the upcoming fiscal year and explained that the CDP is a planning document that can be revised by the Board at any time. In response to an inquiry from Chairman McLaughlin, Ms. East-Janicki explained how in-Authority system improvements are only paid for by in-Authority users. Trustee Hauge pointed out that the completed Reservoir Sludge Removal project was mistakenly listed on the CDP twice. Ms. East-Janicki thanked Trustee Hauge for catching this inaccuracy.

Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment. Following a brief discussion among the Trustees, **it was moved by Trustee Nelson, seconded by Trustee Fertala and approved unanimously that the Capital Development Plan be adopted as presented.**

C. Consideration of the character, conduct and/or professional competence of Rob Hopkins, Authority Manager (Annual Performance Review) to determine potential merit raise amount in advance of contract discussions.

Ms. East-Janicki thanked all of the Trustees for having completed their written evaluations of Mr. Hopkins and stated that based on the average combined score of 4.2 out of 5, a merit raise of 4-5% was justified. Ms. East-Janicki also explained that a pay increase of 4% would put the salary at the mid-point of the salary survey for similar positions and that Mr. Hopkins' salary should be discussed prior to the Board considering the extension of Mr. Hopkins' employment contract with the Authority.

Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment. Following a discussion among the Trustees about Mr. Hopkins' good work for the Authority and the fact that he deserves a pay increase, **it was moved by Trustee Fertala, seconded by Trustee Nelson and approved unanimously that a salary increase of 5% be approved for Mr. Hopkins.**

D. Consideration and possible extension of Authority Manager, Rob Hopkins' contract with the Authority through June 22, 2028

Ms. East-Janicki explained that the Authority has historically had three-year employment contracts with its manager and that such an extension was being proposed for Mr. Hopkins, whose current contract expires on June 22, 2025.

Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment. Following a brief discussion among the Trustees, **it was moved by Trustee Nelson, seconded by Trustee Rice and approved unanimously that the Authority's employment contract with Mr. Hopkins be extended through June 22, 2028.**

E. Investment Report

Ms. East-Janicki provided the Board with a written summary of the Authority's investments and reported that the Authority has approximately $18.7 million invested, with approximately $13.5 million in the Local Government Investment Pool which paid interest of 4.305% in April. Ms. East-Janicki reported that she had arranged with the Authority's bank to begin daily sweeps of the Authority's accounts in order to increase interest income.

Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment.

APPROVAL OF CLAIMS:

The claims, along with the Authority's check register, were provided to the Board.

The claims were signed off on by the Chairman.

Chairman McLaughlin opened the floor to public comment regarding the matter. There was no public comment.

Reports/updates from Board of Trustees concerning the areas or districts they represent

Trustee Nelson reported that KGID approved its budget for the upcoming fiscal year. Trustee Nelson pointed out that KGID has not had a rate increase since 2017 and that a third party has been engaged to conduct a rate study in the upcoming year. Finally, Trustee Nelson indicated that KGID's new general manager was on board and doing very well.

Trustee Hauge reported the TDD Board had not yet met in May, and she had nothing to report.

Trustee Fertala reported that RHGID recently approved its budget and the employees of RHGID recently chose to no longer be affiliated with the union that had represented the employees for many years. Trustee Fertala indicated that a project to reduce infiltration at Pinewild was going out to bid and the RHGID sewer meter that had not been operating properly was recently removed and tested. The meter appears to be working properly now.

Trustee Rice reported that things at Douglas County were generally good, and that work was still being done to get Muller Parkway constructed.

Chairman McLaughlin reported that work at the major properties in the Casino Core was continuing with the renovations at Caesar's Republic set to open on July 1st. Chairman McLaughlin indicated that renovation work at the Golden Nugget will pause for the summer. Chairman McLaughlin emphasized that hockey at the Tahoe South Events Center has been very good for business and for the local community as a whole and that everyone is looking forward to a good summer.

PUBLIC COMMENT: Anne Harry of Elk Point Sanitation District (EPSD) reported that EPSD's upgrades to its system are estimated to cost approximately $1.36 million and that a loan commitment in the amount of $1.2 million has been secured from the United States Department of Agriculture (USDA). Currently, EPSD is working on the conditions of the loan as well as easement issues related to the project.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 10:40 a.m.

_____

APPROVED

_____

Meeting Date: June 18th, 2025

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
Staff Report

Subject / Title:

Authority Manager's Monthly Report: June 2025
A. General Status Report

Staff Recommendation:

None. This is an informational item only.

Discussion/Report:

This item serves to afford the Authority General Manager the opportunity to update the DCLTSA Board of Trustees on select activities over the previous month.

1. We have issued a Will-Serve letter for the Edgewood Clubhouse South Room Expansion Project.

2. Our staff provided emergency support to Tahoe Douglas District on the evening of May 22nd after Q & D Construction breached TDD's force main during guard rail relocation work as part of the Highway 50 repaving work ongoing. We received several tanker truck loads of evacuated sewage, which was delivered and discharged to our Main Pump Station.

3. We have issued an updated dewatering agreement to Edgewood for construction activities related to the Edgewood Clubhouse South Room Expansion Project.

4. DCLTSA Engineer Rob Anderson reviewed a proposed Boundary Line Adjustment requested by the Tahoe Beach Club to facilitate construction of Phase III at the Tahoe Beach Club. Based on Mr. Andersons review and recommendation, we have approved the Boundary Line Adjustment. Mr. Anderson can provide further details if necessary.

5. A pre-bid meeting was held June 4th at the Treatment Plant for the upcoming DCLTSA Paving Rehabilitation Project. Bid opening was performed at the DCLTSA Treatment Plant conference room on Tuesday June 10th at 2:00 p.m.

6. Our staff worked with Summit Line construction overnight on June 5th and 6th to make sure accurate utility location information for our two major influent sewer force mains could be provided for them. Summit Line is doing trenching work to install conduits for future fiber optic lines in Highway

50. Based on our location work, Summit Line decided to install two pull boxes in the highway shoulder to safely avoid these critical DCLTSA force mains. The work has been completed with no incidents, damage or spills. (Photos attached)



Potholing force main location.


Measuring depth of our force main and fiber optics

ACCOUNTANT'S GENERAL STATUS REPORT

June 25, 2025

- **General Report**

  On the Budget to Actual worksheet in your packet, it shows that operating expenses through May were 3.99% under budget. It is primarily due to a combination of decreased electricity rates and lower usage. However, costs in the Repairs and Maintenance and Engineering categories, etc. continue to rise significantly. Therefore, we are augmenting the current year's budget.

- **Budget Augmentation**

  Each year in June, we augment the budget for the fiscal year ending June 30 to ensure that neither any individual category nor the total operating expenses at year-end exceed by more than 10% the amounts previously submitted to the Department of Taxation.

  Included in your packet is Budget Schedule 19, which we will be submitting to the Department of Taxation. All revised amounts are highlighted in yellow for your reference.

  To ensure coverage of all known upcoming expenses, we are increasing budgeted amounts in categories such as Repairs and Maintenance, to provide a buffer for both anticipated costs and unexpected emergencies. Due to HDR's continued expenses for the collection line assessment, we are going to add $60,000 to the Engineering budget. At the same time, we are reducing about $72,000 in Salaries and Benefits, and $65,700 in utilities. The lower-than-anticipated utility rates and usage during this fiscal year have resulted in some savings, which we are reallocating those savings to cover line items that are at or over budget. Overall, we will increase total operating expenses by $70,250 as a contingency. This does not mean we will spend more. It is an

administrative procedure and has no impact on operations or the Authority's financial position. It is simply a compliance requirement for audit purposes and the Department of Taxation regulations.

If there are no questions, I would ask that you approve the augmented budget for the fiscal year ending June 30, 2025, and we will submit it to the State.

- **Investment Report**

  The Authority currently holds over $18.7 million in total investments, including $13.5 million in the Local Government Investment Pool (LGIP). The LGIP's interest rate in May is 4.31%. Since the last meeting, the only change to the investment accounts has been the addition of interest.

  We activated the sweep account feature for our operating checking account with Wells Fargo in the last week of May and generated $1,572.53 in dividends in just the first week.

- **Claims and Check Register**

  The check register and wires since the last meeting are in the Board packet. If there are no questions, I will ask the Board Chairman to sign them and return them to me for our records.

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY

MAY 2024-2025 BUDGET VS. ACTUAL

	MAY	Budgeted	Variance	Comments
Salaries	$1,193,983.02	$ 1,243,769.08	$ 49,786.06	
OT/Callback	$ 36,579.65	$ 37,312.92	$ 733.27	
Holiday	$ -	$ 7,134.42	$ 7,134.42	11 Holidays of 12
Longevity	$ 3,310.00	$ 3,034.17	$ (275.83)	Annual in December/ Will smooth
Stand-By Pay	$ 17,543.37	$ 18,018.00	$ 474.63	
Health Insurance	$ 257,249.68	$ 269,864.83	$ 12,615.15	
State Retirement (PERS)	$ 384,522.65	$ 387,632.67	$ 3,110.02	
SIIS (Workers Comp)	$ 16,230.50	$ 19,800.00	$ 3,569.50	
Medicare Tax	$ 18,497.27	$ 18,984.17	$ 486.90	
Unemployment Insurance	$ 42.00	$ 45.83	$ 3.83	Ann.Fee - EMRB
Contract Svcs	$ -	$ -	$ -	
OPEB Expense	$ 19,840.33	$ 22,916.67	$ 3,076.33	
Salaries/Benefits	**$1,947,798.47**	**$ 2,028,512.75**	**$ 80,714.28**	
Electric Power	$ 248,998.96	$ 347,084.83	$ 98,085.87	
Electric Power - BPS	$ 14,205.32	$ 18,379.17	$ 4,173.85	
Electric Power - MPS	$ 63,856.10	$ 83,347.92	$ 19,491.82	
Natural Gas	$ 13,342.45	$ 18,791.67	$ 5,449.22	

MAY 2024-2025 BUDGET VS. ACTUAL

	MAY	Budgeted	Variance	Comments
Natural Gas - BPS	$ 1,601.17	$ 2,016.67	$ 415.50	"
Natural Gas - MPS	$ 331.16	$ 334.58	$ 3.42	Base rate - No useage
Water	$ 9,499.44	$ 11,366.67	$ 1,867.23	
Water - BPS	$ 2,247.15	$ 2,291.67	$ 44.52	
Water - MPS	$ -	$ 320.83	$ 320.83	
Solid Waste Removal	$ 10,629.98	$ 7,096.83	$ (3,533.15)	Increased charges for Grit
Utilities	**$ 364,711.73**	**$ 491,030.83**	**$ 126,319.10**	
Chemicals	$ 99,078.38	$ 105,416.67	$ 6,338.29	
Lab Supplies	$ 9,062.02	$ 13,520.83	$ 4,458.81	
Supplies	$ -	$ -	$ -	
Chemicals/Supplies	**$ 108,140.40**	**$ 118,937.50**	**$ 10,797.10**	
Legal Services	$ 43,785.00	$ 41,250.00	$ (2,535.00)	
Accounting	$ 45,537.86	$ 45,833.33	$ 295.47	
Legal/Accounting	**$ 89,322.86**	**$ 87,083.33**	**$ (2,239.53)**	
Engineering	$ 71,950.00	$ 56,833.33	$ (15,116.67)	Estimated
Engineering - BPS	$ -	$ -	$ -	

MAY 2024-2025 BUDGET VS. ACTUAL

	MAY	Budgeted	Variance	Comments
Engineering - MPS	$ -	$ -	$ -	
Engineering - In-District	$ 34,830.36	$ -	$ (34,830.36)	HDR Collection Line Study - In Last Year's Budget
Consulting	$ 1,025.00	$ 3,666.67	$ 2,641.67	
Engineering/Consulting	**$ 107,805.36**	**$ 60,500.00**	**$ (47,305.36)**	
Maintenance Export Line	$ 22,620.10	$ 8,708.33	$ (13,911.77)	Export Line Repair
Maintenance Collection System	$ 59,700.00	$ 68,750.00	$ 9,050.00	
Repairs Collection System	$ 9,820.00	$ 45,833.33	$ 36,013.33	Budgeted for NDOT Manhole Replace
Computer Maintenance/Supplies	$ 7,050.66	$ 5,500.00	$ (1,550.66)	Pump Station Modems
SCADA Support	$ 1,480.00	$ 3,208.33	$ 1,728.33	
Repairs - Vehicles	$ 25,852.22	$ 9,212.50	$ (16,639.72)	Underbudgeted
Repairs - Mechanical	$ 61,558.40	$ 44,916.67	$ (16,641.73)	Raw Pump Rebuild/PRV Replacements
Repairs - Mechanical BPS	$ 4,119.66	$ 1,833.33	$ (2,286.33)	Valve Repairs/Replace
Repairs - Mechanical MPS	$ 2,721.67	$ 5,500.00	$ 2,778.33	
Emergency Repairs	$ -	$ -	$ -	
Repairs Bldg & Grounds	$ 13,401.65	$ 6,462.50	$ (6,939.15)	OSHA Re Doors that Open : -)
Repairs Bldg & Grounds - BPS	$ -	$ 458.33	$ 458.33	
Repairs Bldg & Grounds - MPS	$ 1,600.00	$ -	$ (1,600.00)	Fire Dept Required "Dry Fuels" Removal

MAY 2024-2025 BUDGET VS. ACTUAL

	MAY	Budgeted	Variance	Comments
Repairs Heating	$ -	$ 1,122.92	$ 1,122.92	
Repairs Heating	$ -	$ 458.33	$ 458.33	
Repairs Heating	$ -	$ -	$ -	
Repairs Electrical	$ 3,752.26	$ 4,972.92	$ 1,220.66	
Repairs Electrical	$ 957.87	$ 412.50	$ (545.37)	Potentiometer Electric Control Replc
Repairs Electrical	$ 771.98	$ 458.33	$ (313.65)	
Repairs Instruments	$ 10,152.00	$ 11,916.67	$ 1,764.67	
Repairs Instruments	$ -		$ -	
Equipment Rental	$ -	$ 2,750.00	$ 2,750.00	
Maintenance Supplies	$ 11,332.22	$ 16,133.33	$ 4,801.11	
Safety & Safety Equipment	$ 29,895.01	$ 7,333.33	$ (22,561.68)	OSHA Requirements
Odor Control System Maintenance	$ 761.65	$ 1,833.33	$ 1,071.68	
Repairs/Maintenance	**$ 267,547.35**	**$ 247,775.00**	**$ (19,772.35)**	
Casualty Insurance	$ 99,734.47	$ 100,012.00	$ 277.53	
Pollution Liability Insurance	$ -	$ -	$ -	
Insurance	**$ 99,734.47**	**$ 100,012.00**	**$ 277.53**	
Telephone	$ 18,324.78	$ 19,708.33	$ 1,383.55	
Telephone	$ 826.93	$ 825.00	$ (1.93)	
Telephone	$ -	$ -	$ -	

MAY 2024-2025 BUDGET VS. ACTUAL

	MAY	Budgeted	Variance	Comments
Small Tools & Equipment	$ 22,885.22	$ 11,481.25	$ (11,403.97)	Air Conditioner for Lab & Gas Detector
Annual Software Licenses	$ 35,404.43	$ 24,291.67	$ (11,112.76)	Pre-Paid
Laundry and Linen	$ 1,410.71	$ 2,291.67	$ 880.96	
Forest Svc. Fee	$ 592.53	$ 458.33	$ (134.20)	
Training, Dues & Subscriptions	$ 4,162.61	$ 5,958.33	$ 1,795.72	
Office Expenses	$ 6,761.47	$ 7,562.50	$ 801.03	
Travel	$ -	$ -	$ -	
Sample Testing	$ 62,823.00	$ 61,981.33	$ (841.67)	WetLab rate increase
Operating Lease	$ -	$ -	$ -	
Biosolids Disposal	$ 40,389.46	$ 42,220.75	$ 1,831.29	
Underground Service Alert	$ 964.68	$ 550.00	$ (414.68)	Annual Fee Doubled
Permit Fees	$ 13,948.33	$ 11,687.50	$ (2,260.83)	Prepaid - Will Smooth
Misc Exp and Bank Fees	$ (0.58)	$ -	$ 0.58	
Other Operating Expenses	**$ 208,493.57**	**$ 189,016.67**	**$ (19,476.90)**	
Fuels and Lubricants	$ 25,533.20	$ 30,121.67	$ 4,588.47	
Fuels & Lubricants	**$ 25,533.20**	**$ 30,121.67**	**$ 4,588.47**	
Total Operating Expenses Thru May	**$ 3,219,087.41**	**$ 3,352,989.75**	**$ 133,902.34**	

MAY 2024-2025 BUDGET VS. ACTUAL

MAY	Budgeted	Variance	Comments
		3.99%	

PROPRIETARY FUND	(1) ACTUAL PRIOR YEAR ENDING 6/30/2023	(2) ESTIMATED CURRENT YEAR ENDING 6/30/2024	(3) BUDGET YEAR ENDING 06/30/25 FINAL APPROVED	(4) AUGMENTED APPROVED
OPERATING REVENUE				
Sewer Fees	**2,770,240**	**2,959,343**	**2,954,264**	**2,954,264**
Contracts - Other Districts	**2,833,459**	**3,033,983**	**3,053,543**	**3,053,543**
Other Fees	**36,162**	**120,000**	**121,000**	**121,000**
Total Operating Revenue	**5,639,861**	**6,113,326**	**6,128,807**	**6,128,807**
OPERATING EXPENSE				
Salaries, Benefits	**1,731,120**	**2,050,989**	**2,212,923**	**2,140,623**
Utilities	**476,861**	**535,083**	**535,670**	**469,970**
Chemicals, Supplies	**80,979**	**115,250**	**129,750**	**126,750**
Legal, Accounting	**99,702**	**116,800**	**95,000**	**100,000**
Engineering and Consulting	**65,845**	**180,035**	**66,000**	**126,000**
Repairs and Maintenance	**249,276**	**243,325**	**268,300**	**379,150**
Insurance, Other	**242,685**	**288,950**	**317,304**	**347,704**
Fuels, Lubricants	**30,767**	**32,860**	**32,860**	**37,860**
Depreciation/Amortization	**1,951,469**	**2,273,557**	**2,509,046**	**2,509,046**
Total Operating Expense	**4,928,704**	**5,836,849**	**6,166,853**	**6,237,103**
Operating Income or (Loss)	**711,157**	**276,477**	**(38,046)**	**(108,296)**
NONOPERATING REVENUES				
Interest Earned	**430,904**	**525,000**	**380,000**	**380,000**
Property Taxes	**0**	**0**	**0**	**0**
Consolidated Tax	**137,984**	**137,984**	**137,984**	**137,984**
Capacity Fees	**2,560**	**0**	**0**	**0**
Gain on Disposal of Assets	**370**	**1,250**	**0**	**0**
Federal Grant Funds	**0**	**0**	**0**	**0**
Total Nonoperating Revenues	**571,818**	**664,234**	**517,984**	**517,984**
NONOPERATING EXPENSES				
Interest on Bonds	**200,185**	**193,599**	**180,182**	**180,182**
Loss on Disposal Of Assets	**0**	**0**	**0**	**0**
Total Nonoperating Expenses	**200,185**	**193,599**	**180,182**	**180,182**
Net Income before Operating Transfers	**1,082,790**	**747,112**	**299,756**	**229,506**
Operating Transfers (Schedule T)				
In	**0**	**0**	**0**	**0**
Out	**0**	**0**	**0**	**0**
Net Operating Transfers	**0**	**0**	**0**	**0**
CHANGE IN NET POSITION	**1,082,790**	**747,112**	**299,756**	**229,506**

DOUGLAS COUNTY LAKE TAHOE SEWER AUTHORITY
(Local Government)

SCHEDULE F-1 REVENUES, EXPENSES AND NET POSITION

FUND ENTERPRISE (PROPRIETARY)

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 5/21/2025 to 6/25/2025

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: WFCHK - WELLS FARGO CHECKING					**101.1000**
13448	06/04/25	P	AERZEN	AERZEN USA CORP	$9,267.58
13449	06/04/25	P	AL01	ALLISON MACKENZIE, Ltd.	$5,285.00
13450	06/04/25	P	ATT01	AT&T MOBILITY	$131.77
13451	06/04/25	P	AUTO01	AUTOMATIONDIRECT.COM, INC.	$1,244.00
13452	06/04/25	P	BE15	BENTLY FAMILY LTD PARTNERSHIP	$680.26
13453	06/04/25	P	SE45	BRADLEY SEALS	$209.00
13454	06/04/25	P	CA11	CARSON CITY CHAMBER	$275.00
13455	06/04/25	P	CA12	CARSON VALLEY OIL CO., INC.	$1,484.74
13456	06/04/25	P	BLAKE	CHARLES DAVID BLAKE	$601.98
13457	06/04/25	P	CH15	CHARTER COMMUNICATIONS	$285.00
13458	06/04/25	P	NA12	CHERYL NAFIE	$552.00
13459	06/04/25	P	CL14	CLIPPER CONTROLS INC.	$1,192.00
13460	06/04/25	P	CODALE	CODALE ELECTRIC SUPPLY	$2,349.00
13461	06/04/25	P	CONWAY	CONWAY COMMUNICATIONS INC	$46.74
13462	06/04/25	P	DCWC	DOUGLAS COUNTY WEED CONTROL	$5,080.66
13463	06/04/25	P	GI20	DOUGLAS GIBSON	$323.19
13464	06/04/25	P	FASTEN	FASTENAL COMPANY	$1,072.51
13465	06/04/25	P	GR13	GRAINGER	$137.78
13466	06/04/25	P	HIGH	HIGH SIERRA ELEVATOR INSP	$1,222.50
13467	06/04/25	P	HOMEDE	HOME DEPOT	$779.95
13468	06/04/25	P	HOMETO	HOMETOWN HEALTH	$16,904.39
13469	06/04/25	P	BOU11	BOULDER EXTERMINATORS, INC	$150.00
13470	06/04/25	P	PA13	JAMES PADILLA	$817.38
13471	06/04/25	P	PH12	JOHN PHILLIPS	$482.86
13472	06/04/25	P	IKE01	KELVIN IKEHARA	$272.27
13473	06/04/25	P	LIBERT	LIBERTY UTILITY CA	$34.64
13474	06/04/25	P	ERPORT	LLUMIN, INC.	$2,100.00
13475	06/04/25	P	MACLEO	MACLEOD WATTS INC.	$2,325.00
13476	06/04/25	P	MALL01	MALLORY SAFETY AND SUPPLY LLC	$222.87
13477	06/04/25	P	AGUILA	MANNY AGUILAR	$185.00
13478	06/04/25	P	MC10	MCMASTER-CARR SUPPLY	$50.93
13479	06/04/25	P	MET11	METLIFE - GROUP BENEFITS	$1,881.89
13480	06/04/25	P	MOU02	MOUNTAIN ALARM	$206.01
13481	06/04/25	P	NE222	NDEP-BWPC	$10,272.00
13482	06/04/25	P	NV01	NV ENERGY	$22,334.66
13483	06/04/25	P	OFFICE	OFFICE 1	$44.00
13484	06/04/25	P	EA13	PAULA EAST-JANICKI	$866.35
13485	06/04/25	P	PRIM01	BLUETRITON BRANDS, INC.	$173.86
13486	06/04/25	P	VAN1	RICK VAN HORN	$272.46
13487	06/04/25	P	KI13	Shaun Thomas DBA	$1,416.88
13488	06/04/25	P	SILVER	SILVER STATE ELEVATOR CO	$750.00
13489	06/04/25	P	SO10	SOUTH TAHOE REFUSE, INC.	$550.98
13490	06/04/25	P	ST09	STANDARD INSURANCE COMPANY	$667.19
13491	06/04/25	P	TA01	TAHOE BASIN CONTAINER SVC.,INC	$1,819.94
13492	06/04/25	P	THATCH	THATCHER COMPANY OF NV, INC.	$8,562.31
13493	06/04/25	P	UNITED	UNITED RENTALS (NORTH AMERICA)	$592.00
13494	06/04/25	P	US12	USABLUEBOOK / HD SUPPLY, INC.	$742.45
13495	06/04/25	P	VER	VERIZON	$316.24
13496	06/04/25	P	VI12	VISION SERVICE PLAN - (AT)	$277.02
13497	06/04/25	P	WE10	WEDCO RENO	$38,975.67
13498	06/04/25	P	WF01	WELLS FARGO	$2,522.86
13499	06/04/25	P	WE12	Western Envir. Testing Lab	$2,921.00
13500	06/04/25	P	JOHN	YING H. JOHNSON	$388.01
				BANK WFCHK REGISTER TOTAL:	**$152,319.78**

*** Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date); "A" - Application; "E" - EFT**
**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

AP Check Register (Current by Bank)

Check Dates: 5/21/2025 to 6/25/2025

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
				GRAND TOTAL :	**$152,319.78**

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**** Denotes broken check sequence.**

Douglas County Lake Tahoe Sewer Auth.

GL Entry Report - Batch Order

Year: All / Date: 5/21/2025 - 6/25/2025

Entry #	Date	Document	Job	Account	Description	Debits	Credits	Balance
BATCH: 9068	**JOURNAL: B**		**STATUS: Posted**	**PERIOD: 2025 - 12**	**CREATED: 05/20/25 by YHJ**			
154849	06/13/25			414.1100	MAY PERS CONTRIBS	$16,331.33	$0.00	$16,331.33
154850	06/13/25			415.1100	MAY PERS CONTRIBS	$16,331.32	$0.00	$32,662.65
154851	06/13/25			101.1000	MAY PERS CONTRIBS	$0.00	$32,662.65	$0.00
					BATCH 9,068 TOTALS:	**$32,662.65**	**$32,662.65**	**$0.00**
					TOTAL OF ALL JOURNAL(S):	**$32,662.65**	**$32,662.65**	